



WATER METER TECHNICIAN II

Job Code: 4023

EEO Class Code: Skilled Craft

Union Status: AFSCME

FLSA Code: Non-Exempt

Salary Grade: o207

NATURE OF WORK

This is responsible skilled mechanical work in the repair, calibration, and maintenance of water meters in the City's Public Works Department.

Emphasis of the work is on reading, testing, installing, and repairing water meters, appurtenances, and installations.

ILLUSTRATIVE EXAMPLES OF ESSENTIAL DUTIES

- Removes old meters and reinstalls new meters which may involve excavations, bolt cutting, and other labor
- Installs meter risers and manifolds to facilitate the accurate reading and future services of meters
- Replaces valves and water lines which may require excavation of damaged service line up to the main, replacement of meter box and cover, and removal of concrete sidewalk and damaged meter box.
- Completes service orders including final readings, special readings, service turn-ons and turn-offs, and a wide variety of requests from customers, the meter shop, and utility billing staff
- Uploads and downloads meter route readings and other data; backs-up and stores information on diskettes
- Issues and prints various billing and usage information, route assignments, services orders, and meter numbers
- Reads meters using hand-held computer to input data
- Tests all new meters and old meters
- Collects water samples and conducts some tests to solve customer complaints; delivers samples to labs
- Conducts pressure and flow tests of public and private water services and fire hydrants throughout the City
- Performs related duties as required

KNOWLEDGE, SKILLS AND ABILITIES

- Thorough knowledge of the methods, materials, and tools used in the repair and testing of water meters
- Thorough knowledge of the principles of water meter operation
- Mechanical aptitude and skill in the use of mechanical equipment and tools
- Ability to disassemble, repair, and adjust water meters
- Ability to follow oral and written directions
- Ability to keep records of work performed

MINIMUM REQUIREMENTS

- Employed by the City of Miami Beach for the past six (6) months
- One (1) year full-time verifiable experience reading water, gas, or electrical meters
- Six (6) months' verifiable experience in water, gas, or electrical service connection, disconnection, or repair
- Ability to lift heavy objects up to approximately 80 pounds
- Driver's license

PHYSICAL REQUIREMENTS

- Must have the use of sensory skills in order to effectively communicate and interact with other employees and the public through the use of the telephone and personal contact
- Continuous walking, moving, climbing, carrying, bending, kneeling, crawling, reaching, handling, sitting, standing, pushing, and pulling
- Ability to lift heavy objects up to approximately 80 pounds

SUPERVISION RECEIVED

- Specific assignments are received and work is subject to daily review
- Work is performed with little direct supervision and with some latitude for the use of independent judgment in determining work methods
- Work is subject to review through observation, consultation, and daily reports

SUPERVISION EXERCISED

- Directs, trains, and supervises the work of semi-skilled and unskilled personnel involved in reading and maintaining water meters